

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DOT10713972
POSITION NO: 241714
POSITION TITLE: _____

DATE POSTED: 06/20/17
CLOSING DATE: 07/03/17

Senior Heavy Equipment Operator

DEPARTMENT NAME / WORKSITE: <u>NDOT / Road Maintenance / Two Grey Hills, NM</u>		
WORK DAYS: <u>MONDAY-FRIDAY</u>	REGULAR FULL TIME: <input checked="" type="checkbox"/>	GRADE/STEP: <u>AB62A</u>
WORK HOURS: <u>8:00 AM TO 5:00 PM</u>	PART TIME: <input type="checkbox"/> NO. OF HRS./WK.: _____	\$ <u>34,028.80</u> PER ANNUM
	SEASONAL: <input type="checkbox"/> DURATION : _____	\$ <u>16.36</u> PER HOUR
	TEMPORARY: <input type="checkbox"/> _____	

DUTIES AND RESPONSIBILITIES:

Operate the following heavy equipment's on all type of rough terrain, etc.: Motor Grader (M/H Series), Scrapers, Loaders, Backhoes, Dozers, Compactors, Water Trucks, and dump/snow plow. Maintain earth road by blading, clean and reshaping ditches; performing routine heavy maintenance services on 24 Regional Transportation Plan and Non Regional routes; in concurrence with efficient and safe manner in accordance to the IAM-82 25 CFR 170, road maintenance manual. Assist and mobilize equipment to and from worksite locations; assist in "special projects" (including Road Improvement Project that entails: graveling, culvert replacement, stabilizing) Implementation of Quality Assurance and control assessment of roadway to ensure correct built up roadway, size of culverts, erosion control and drainage studies; work closely with Historic Preservation Department (HPD), Navajo Nation Water Code Administration, Navajo Nation Environmental Protection Agency (EPA), Bureau of Indian Affairs Transportation and other road maintenance/transportation entities. Report and document all work accomplished: total miles bladed, fuel and equipment usage and data entry; may work irregular hours in remote, long distance travel, exposure to fumes, noise and vapors. Performs a variety of general maintenance of equipment or minor preventive maintenance, changing cutting edges on equipment to ensure proper wear of blades and rippers; ensure proper fluid checks, tire pressure and movement of attachments for lubrication; report and documentation of all wear and tear on equipment and submit to mechanic for preventive maintenance; coordinate and collaborate with Equipment Mechanic, Fleet Coordinator, Program Supervisors, Safety Officer and Department Manager in all major maintenance requests, parts, supplies and fuel needs.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A high school diploma or GED; and three (3) year of progressively responsible heavy equipment operation and construction/maintenance experience; or an equivalent combination of education and experience.

Special Requirements:

- Possess a Commercial Driver's License - Class A or B and a Navajo Nation Vehicle Operator's Permit Type - CDL.
- Other Certifications may be required depending on assignment.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

First Aid, Cardiopulmonary Resuscitation (CPR) and Flagger Certificate, Microsoft Office Suite, Data Entry, Verbal/Written communication. Demonstrate some fluency in both the Navajo and English language.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.